

Good Morning,

Having received multiple questions about communication, registration, and eligibility pertaining to summer Running Start, I (in consultation with SBCTC) would like to provide the following guidance and ask that you share it with your high school, district, or college Running Start partners:

1. **Revised [SQRSF](#):** As addressed in my previous email, the SQRSF (see link) was revised last week (5/20) and should include participating students for **BOTH** funding sources, identified by eligibility.
2. **After-Deadline SQRSF Additions:** Students may be added to the SQRSF by the college or HS after the June 10 deadline; however, this should be the exception not the rule.
 1. Colleges that add students to the SQRSF **MUST** notify the high school immediately, whether they are added before or after the deadline. Failure to do so will have implications for the students' transcripts and, potentially, graduation.
 2. Colleges adding graduating students after the deadline must inform them that their official HS transcripts may not reflect summer RS credits earned or that they earned multiple diplomas, if applicable. Students should be encouraged to contact their high schools for more information if their offices are still open, understanding that if they have closed, there may be no means of remedying the issue.
3. **No Prospective Students on the SQRSF:** The SQRSF is intended to track students **participating** in summer quarter Running Start for data collection and reimbursement purposes. Students should not be listed on the SQRSF if they have not communicated an intention to participate.
 1. Do not simply include all eligible or prospective students on the SQRSF.
 2. If you wish to communicate prospective student eligibility between schools/colleges, please collaborate on a process that is reasonable and efficient for all involved.
4. **College of Choice for State Funding:** All students eligible for **state** funding (see [Bulletin](#)) may participate in Running Start in the summer quarter, regardless of what college they wish to attend.
 1. A college may not refuse to enroll a summer RS student who is eligible for state funding.
 2. The college does not need to apply separately for state funding.

3. The college does not need to have applied for ESSER funding through SBCTC to enroll students eligible for state funding.
4. Reimbursement for students eligible for state funding will be made through apportionment directly from OSPI to the college based on the rates established in the bulletin and SQRSF submitted.

5. Student Eligibility and Credit Attainment

1. To be eligible for state funding, students must be within 15 credits of an associate degree, not a certificate. The legislative proviso specifically refers to the associate degree.
2. Graduating students who are not within 15 credits of the associate degree are not eligible for state funding, regardless of whether they intend to pay individually for additional credits.
3. Graduating students supported with state funding may only take courses required to earn their associate degree.
4. For state funding, a non-graduating student must have earned 15 college credits per quarter in 2021-22 (or reached the 1.2 AAFTE limit). If a student withdrew from a RS class, they would not have met their enrollment limit and therefore is not eligible for state funding in the summer quarter.
5. ESSER-funded students should be prioritized by the criteria listed in the bulletin and [grant materials](#). (For additional questions on ESSER eligibility or prioritization, please contact SBCTC directly.)

6. Conflicting Timelines: We recognize that the district, high school, and college timelines do not align well for the purposes administering summer Running Start, and we appreciate your patience and grace in trying to make this work for our students. We are tracking challenges and will communicate them back to our legislative sponsors.

1. High schools must understand that college grades may post later than June 10, impacting early eligibility determinations.
 - i. Through transcript review and conversations with students, high schools should do their best to accurately classify student eligibility and intent before sending the SQRSF to the college, knowing it may change.
2. Colleges must understand that high schools may adjourn before students register or the SQRSF is certified.
 - i. Colleges should communicate interested and/or registered students to the high schools as soon as possible and

encourage students to work closely with their HS counselors if they are still available.

ii. Colleges should inform students that late registration may have implications for their HS transcripts, especially if they are graduating with the Class of 2022.

iii. Colleges should make a good faith effort to review eligibility identified by the high schools prior to certifying the SQRSF and submitting it to OSPI. If the college has information indicating that a student's eligibility has changed or was inaccurate (such as credits needed for an AA), it may change the classification.

3. To ensure that all interested parties are adequately informed about summer Running Start participation, colleges are encouraged to copy the high schools and districts on the final, certified SQRSF when submitted to OSPI.
4. While SBCTC/ESSER grant awards have not been communicated yet, the application deadline passed on May 19, so colleges should be able to communicate to high schools at least an intent to participate in the ESSER grant program. SBCTC will provide additional guidance by June 3.

7. Use of Funds

1. State funding is intended only to cover tuition at the rates established in the bulletin. It does not cover fees, text books, transportation, or other costs.
2. Allocation of the state funding will come directly from OSPI (not districts) to colleges through apportionment.
3. Colleges must apply fee waivers to eligible students like they would in the traditional academic year.
4. Allowable expenses for ESSER funding are outlined in the [SBCTC grant and fiscal guidelines](#).

8. Questions for SBCTC and OSPI

1. Questions about student eligibility for ESSER funds, grant awards, or reporting and reimbursement practices related to the SBCTC grant program should be directed to cmcmullin@sbctc.edu. This is also true of questions specifically related to college coding, administration, and registration processes. **Additional SBCTC-level guidance related to ESSER funding will be shared with colleges by June 3.**
2. Questions related to student eligibility for state funding or reporting and reimbursement practices related to graduating students or those who have met RS enrollment limits should be directed to tim.mcclain@k12.wa.us. This is also

true of high school and/or district coding, administration, and transcription processes.

On behalf of OSPI and our partners at SBCTC, I want to thank you all for your service to students and your patience and grace with us as we work to implement this program on an especially tight timeline. We know there have been many questions and challenges and will continue to address them as they surface.

Thank You,

Tim

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Dual Credit Program Supervisor

Secondary Education and Pathway Preparation

Office of the Superintendent of Public Instruction (OSPI)

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